

**The Kentucky Board of Licensure for**  
**Marriage and Family Therapists**  
**January 22, 2015**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on January 22, 2015.

**Board Members Present:**

Ms. Mary Badami, Chair  
Mr. Brien Hill  
Ms. Jane Prouty  
Ms. Mary Ellen Yates  
Ms. Carolyn Miller-Cooper  
Ms. Marie Ruf  
Ms. Karen Westbrook

**Occupations and Professions:**

Marcia Egbert, Board Administrator  
Amy Parker, Board Administrator

**Office of the Attorney General:**

Michael Head, Board Attorney

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The January 22, 2015 meeting was called to order by Board Chair, Ms. Badami at 12:58p.m.

The Board reviewed minutes from the December 18, 2014 Board meeting. Revisions on page 3 were requested. Ms. Prouty made a motion to accept the minutes with the requested revisions. Ms. Miller-Cooper seconded the motion. The motion passed unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2014 through December 31, 2014. No further action taken.

**O&P Report**

Ms. Egbert informed the Board that the Office of Occupations and Professions now named Robin Vick as the new Administrative Section Supervisor. Ms. Vick will be returning from maternity leave the first week of February.

Ms. Egbert discussed the further effort to improve the online renewal system. She reported that Mr. Slone has continued to meet with COT in an attempt to resolve the persistent problems.

Other items reviewed included Board Attorneys; Wi-Fi Permanent User Name and Password; Board Appointments; Practical Reminders for Travel and Plaques; Employee Self Service feature of KHRIS and Ethical Considerations.

## **Attorney Report**

Mr. Head introduced himself as the new permanent Marriage and Family Therapist Board's attorney. He informed the Board of his past experience as a Hearing Officer and thorough familiarity with the complaint procedures. He informed the Board that the Attorney General's Office is expecting two more additions in the near future to become fully staffed.

## **Old Business**

Responses to all correspondence completed following the last Board meeting held on January 22, 2014 is indicated by the name and "Complete." Copies of the responses are included in the Board Member packet. All items that were completed that required no further action following the last meeting have been deleted. Items that were tabled from the last meeting and discussed with action taken today are reported below:

### **a. Board Member Reports/Tasks -**

1) CEU fee – Ms. Westbrook presented research from IN, OH, and TN. There is a need to address the fees charged, taking into consideration several aspects such as the number of hours provided, the number of times the class will be presented, and whether the organization presenting is for profit or nonprofit. She will be providing a proposal at the next meeting to include pricing for sponsors on a scale to be determined.

2) Exam – To be presented by Mary Badami at the February meeting.

3) Associate CEU's – To be discussed

4) Board Organization – To be discussed

5) Suicide Training – Ms. Ruf made a motion to move item number five (5) before item numbers two (2) through four (4). The motion was amended to move item number five (5) before items three (3) and four (4). The motion was seconded by Ms. Miller-Cooper and the motion carried with Ms. Prouty opposing.

b. Follow-Up to Erin Ness Roberts – Complete

c. Follow-Up to Meredith Silversmith – Complete

d. Revision of website list of approved CEU's by presentation date – Will be posted by date of presentation

e. Suicide Information under Resource Tab – Needs additional information

## **New Business**

Chair Mary Badami asked the members of the Board who planned to attend the AMFTRB Conference September 15-16-2015 in Boston. All members said they would like to attend. Ms. Badami told them to submit the out-of-state request to the Board Office. It was recommended that those that plan to attend go ahead and reserve their hotel room at the location of the conference which is the Boston Park Plaza Hotel as they only reserve so many rooms at the conference rate and they go quickly.

Ms. Egbert confirmed that the CLEAR Membership has been paid.

The Suicide Training List was discussed. There were several questions pertaining to these trainings in regard to them meeting the criteria of MFT; a list of approved CEU's to be placed under Resources/Suicide Prevention Training on web page; direct link to LRC

on the website; whether the 6.0 hours of CEU's for Suicide be separate from our current requirement of CEU's; emergency regulation change by 7/2015. Ms. Badami asked Brien Hill if he could have a report ready for the next meeting. He stated that he could not. She asked that he have it ready for the March meeting. Further discussion tabled until then.

Individual CEU requests submitted prior to the training was discussed and the CEU Committee will look into this situation and come back with a report.

A response to an e-mail from Stephanie Bouey on MFT video counseling was sent.

An e-mail from Dave Clapper regarding approved supervisors using AAMFT credentials that were not current members of AAMFT. Ms. Egbert will send an e-mail to Mr. Clapper requesting a list of those who are no longer members of AAMFT that are still supervising

A letter from Ann Catherine Holloway requesting a waiver of the late fee was received. Brien Hill made a motion to grant the request. Marie Ruf seconded the motion. Discussion followed which included a recommendation from the Board Attorney to not approve the waiver. After the vote, the request was denied with a vote of four no's and two abstentions.

A letter from Kelly Cassady requesting inactive status was discussed. Jane Prouty made a motion to approve the request. Brien Hill seconded the motion which was passed unanimously. Ms. Egbert is to include in the letter to her that she must attach her CEU's at the time of reactivation for each year that she was inactive.

An e-mail received from Jerome Garrison with a question in regard to reinstatement and renewal of his license was reviewed. Ms. Egbert was instructed to send him a cease and desist letter and include information on how to reinstate his license.

The Board Approved Supervisor List was reviewed. Due to the problems with the database, the licensees that are supervised are not showing up in the database. Discussion followed and it was decided to mail all Associates a letter requesting that they reply as soon as possible with the name of their supervisor. The Board stated that they shouldn't have to pay postage on this mailing since the database does not included the required information for the Board.

The plaque of appreciation for her years of service to the Board for Angela Evans has been ordered.

### **Complaints/Other Legal Matters**

Jane Prouty made a motion to go into closed session to discuss ongoing litigation, seconded by Marie Ruf at 3:28 p.m. Motion carried.

Mary Ellen Yates made a motion to come out of closed session at 3:40 p.m. seconded by Jane Prouty. Motion carried.

- 2014-003 – Pending

- 2014-005 – Attorney drafting formal complaint. Because minutes of November meeting didn't reflect the exact violations they are as follows: 201 KAR 32:050 Section 1 (1) (a) (b) (c) and Section 1 (2) (e) (f). The investigation had shown licensee had prior relationship with one client that was not revealed to the second client.

- 2014-007 – The Board voted to issue a subpoena to obtain financial and counseling records; and also for Board's attorney to file a Circuit Court petition to enforce the subpoena if the licensee refuses to produce all of the records requested.

Carolyn Miller-Cooper made a motion to accept the recommendations of the Complaint Committee. Mary Ellen Yates seconded the motion. Motion carried unanimously.

### **Application Review**

Karen Westbrooks made a motion to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Mary Ellen Yates seconded the motion. Motion carried.

Karen Westbrooks made a motion to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Mary Ellen Yates seconded the motion which passed unanimously.

### **Associates:**

The following applications for Marriage and Family Therapy Associates were approved: *Mary W. Ashburn, Kimberly M. Bos, Zach Crouch, Cheryl Gilbert, Beverly M. Haskins, Jennifer Hays, Kathy R. Houp, Nancy L. McDonald, Emily Schrodtt, Emily M. Schwartz-Crouch*

The following applications for Marriage and Family Therapy Associates were deferred: *Nicholas Bloodworth, Michael F. Doty*

The following application for Marriage and Family Therapy Associate was approved with provisions: *Tina N. Parker*

The following application for Marriage and Family Therapy Associate was denied: *Michael Gannon*

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Carol Anne Autry, Susan Bione-Grevious, Robin Goben, Laura Ivey, Debra Kirksey*

The following Renewals for Marriage and Family Therapy Associates were approved: *Maria Lee Anderson, Julie Barry, Amanda Dishon Brown, Rhea Caudill, Dawn Ellicott-Clinkscale, Daniel Shane Hall, Laura Ivey, Elizabeth Johnson, Reagan Elizabeth Smith, Tasha Smith*

The following Renewals for Marriage and Family Therapist Associate were deferred: *Michelle Holbrook, Ricky A. Mattox*

The following Renewal for Marriage and Family Therapy Associate was denied: *Terry Baker*

#### **LMFT:**

The following applications for Marriage and Family Therapist were approved: *Jesse Vice, Michelle Wren*

The following applications for Marriage and Family Therapist was deferred: *Emily Phan*

The following applications for Marriage and Family Therapist reinstatements were deferred: *Daniel Langer, Charles Love*

The following Renewal Audits for Marriage and Family Therapists were approved: *Sally Digiovanni, William Doyle, Victoria Hatfield, Larry Springate*

The following Renewal Audit for Marriage and Family Therapists was deferred: *Ernest Woodworth*

The following Renewal Audit for Marriage and Family Therapists was denied: *Jerome Garrison (C & D Issued)*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

#### **Status Report as of 2/25/2015**

- Active Licensee's for Marriage and Family therapist.....543
- Active Permits for Marriage and Family Therapy Associates.....134
- Total Active Licensees and Permits.....677
- Total Inactive Licensees.....7

#### **Exam Results** - None

The next meeting of the Marriage and Family Therapy Board has been scheduled for February 26, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Ms. Yates made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on January 22, 2014. Jane Prouty seconded the motion. The motion passed unanimously.

Mary Ellen Yates made a motion to adjourn seconded by Marie Ruf. The motion passed unanimously. Ms. Badami adjourned the meeting at 3:44 p.m.

Respectively Submitted:

Marcia Egbert, Board Administrator  
Amy Parker, Board Administrator